



BRIAN SANDOVAL
Governor

STATE OF NEVADA
DEPARTMENT OF BUSINESS AND INDUSTRY
DIVISION OF MORTGAGE LENDING
7220 Bermuda Road, Suite A
Las Vegas, Nevada 89119
(702) 486-0780 Fax (702) 486-0785
www.mld.nv.gov

BRUCE BRESLOW
Director

JAMES WESTRIN
Commissioner

**Unclassified Position Announcement
Open Competitive**

CERTIFIED PUBLIC ACCOUNTANT

POSITION TITLE: Certified Public Accountant

GROSS SALARY: Up to \$67,704 plus benefits*. Salary reflects retirement (PERS) contributions by both the employee and the employer. An employer paid contribution plan is also available with a reduced gross salary.

*Please note: Furlough Leave is mandatory for Nevada State employees and will result in a reduction of income of approximately 2.3% (or 4 hours per month) starting July 1, 2013 through June 30, 2015. The salary listed above does not reflect the reduction from the required furlough.

DUTY STATION: Division of Mortgage Lending – 7220 Bermuda Road, Suite A, Las Vegas, Nevada 89119

POSITION STATUS: Unclassified position entitled to standard State benefits; serves at the will of the Commissioner.

POSITION SUMMARY: The incumbent will conduct activities related to the administration of the Division's licensing programs and conduct examinations and reviews related to the financial capacity of mortgage brokers, mortgage bankers, escrow agencies and covered service providers. Primary duties will be reviewing licensing applications and the results of the Division's investigation to determine if applicants meet eligibility and suitability requirements for licensure; reviewing financial statements for licensee solvency and net worth requirements; reviewing and reconciling licensee trust accounts; the performance of ratio analyses; and monitoring the submission of required financial reports of licensees; monitoring the receipt of and reviewing quarterly Mortgage Call Reports within NMLS.

QUALIFICATIONS

Applicants must be a Nevada certified public accountant with a minimum of one year of experience. CPA must possess excellent verbal, writing and interpersonal skills; must be flexible and be capable of working independently. The incumbent must acquire a proficient understanding of NRS 645A, NRS 645B, NRS 645E, NRS 645F, and corresponding regulations.

Interested applicants must submit their cover letter, detailed resume, writing sample, and a list of 3 professional references to:

Chrissy Miller Personnel Analyst 1
Agency HR Services
100 N. Stewart St, Suite 230
Carson City, NV 89701
Phone – 775-684-0249
Email: cmmiller@admin.nv.gov

Closing Date: Until filled

The Division of Mortgage Lending is an Equal Opportunity